DISCIPLINE: Electronic Document Management Systems

Discipline Roadmap for: EDMS

Current	2 Years	5 Years
		Strategic Direction
See attached survey completed in July 2004.	Agencies should select products to meet business needs following the recommendations referenced in the Roadmap notes.	Market Watch

	Shared	Agency
		✓

Retirement Targets	**Mainstream Platforms** (must be supported)
None	Not applicable

Containment Targets	**Emerging Platforms**
None	Market Watch

Implications and Dependencies

- There will continue to be multiple EDMS products used by state agencies.
- The general recommendations from the SC Department of Archives and History (SCDAH) will guide future implementations.

Roadmap Notes

- The Committee endorses the basic recommendations from the SCDAH in its documents entitled "Electronic Document Management Systems" (Feb. 2005 Version 1) and "Digital Imaging" (Feb. 2005, Version 1) **.**

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Discipline Roadmap for: EDMS

- **Discipline Boundaries:**
  - EDMS includes document management, imaging, workflow, text retrieval, and records management.
- **Discipline Standards:**
  - See Roadmap notes
- **Migration Considerations:**
  - None
- **Exception Considerations:**
  - None
- **Miscellaneous Notes:**
  - The SCDAH will continue to update the referenced documents based upon input from participating state agencies and industry associations, particularly the Association for Information and Image Management International (AIIM).
- **Established Date Last Updated:**
  - March 23, 2005
- **Date Last Reviewed:**
  - September 27, 2006
- **Next Review Date:**
  - September 2007